



Oregon State Interoperability Executive Council Broadband Committee Charter Document

Adopted: 5/12/2015

Mission Statement

Position the SIEC, acting as the Governor's Public Safety Broadband Advisory Group, to make informed, strategic recommendations to the Governor's Office, legislators and stakeholders on opportunities to develop broadband¹ and backhaul capability statewide as a resource for the more than 20,000 public safety providers in Oregon.

Bring context to the Council to increase their awareness and understanding of current and planned initiatives, and emerging opportunities.

On behalf of the Council, provide a forum to bridge public safety stakeholders' expectations and functional/operational requirements for mission critical data support with policymakers, federal programs, and those making technical design, procurement and legal decisions.

On behalf of the Council and its stakeholders, foster asset sharing and coordination of complementing investments at all levels and across public and private sectors.

Assist the Council in identifying the common interoperable framework to provide recommendations on, and help Oregon leverage, subsequent broadband assets and relationships (e.g., FirstNet).

Goals & Objectives

- Identify and inform the Council and its committees on public safety broadband applications used in Oregon. In doing so, help identify user needs with specific focus on ensuring coverage for mission critical data support.
- Identify, analyze, and inform the Council and its committees on public safety broadband standards and parameters, issues, trends and initiatives.
- Help the Council and SWIC/SPOC to inform the Statewide Communications Interoperability Plan (SCIP) and other DHS/OEC initiatives specific to updates to broadband initiatives, as well as inform the pending FirstNet state plan (e.g., usage profiles, methodology for and prioritization of build-out phases, optimal application of resources, community-based resource available to supplement.)
- Participate in and help facilitate FirstNet state consultations.
- Help the Council define the steps for, and develop input into, the state approval process for opting in or out of the pending FirstNet state plan for Oregon.
- Facilitate information sharing on SIEC's activity to broadband partners/interests/entities.

¹ Using the FCC definition of "broadband" [as a minimum](#).

Customers

- SIEC leadership, its committees and other stakeholders.

Success Indicators

- Generate useful information on and analysis of broadband public safety needs, issues, trends and applications for the SIEC Executive Committee and full Council.

NOTE: Success Indicators will be expanded in future iterations as the work of the committee matures and its framework builds out.

Feedback Plan

- Regular reports to SIEC Executive Committee.
- Regular reports to full Council.
- Meet as necessary with other Council committees, and other stakeholders.

Scope and Priority

Make recommendations to SIEC in line with stated committee mission, goals and objectives.

Procedures & Meeting Frequency

The committee will meet monthly as necessary, or at the call of the Chair.

Decision Making Process

Decisions will be by consensus. If consensus cannot be reached, the chair will decide and will forward the decision along with dissenting opinions to the SIEC Executive Council.

Decision Ratifying Body

The Oregon State Interoperability Executive Council

Boundary Conditions to Decisions Made

- Full communication with all committee members.
- Meaningful input from other committees, as necessary.

How Decisions are Communicated

- Oral and written reports to Council.
- Emails or other methods of communication to stakeholders when necessary.
- Inclusion of materials on the SIEC website.

Committee Membership

Refer to attached roster.

Team Expectations Clause

- Participate, listen and collaborate on meeting the team's responsibilities.
- Be present at scheduled meetings, conference calls or other committee forums.
- Relay input in a timely manner.
- Bring to the committee chair's immediate attention any matters or circumstances that arise with the potential to benefit or negatively affect the SIEC's broadband objectives.

Action Plan

Pending – the committee will develop an action plan and assign the responsible parties for the related tasks for the next iteration of this charter.